

Faculty Name:	
T Number:	
Course Number, Credits: (i.e. UNIV 1010, 1 credit)	
Course Name:	
Ready for Delivery: (Summer/Fall/Spring, Year)	
Desired Number of Payroll Payments (lump sum, 2-6)	

**Proposed Compensation for Course Developer:**

\$1,000 per course credit. This signifies the course developer is qualified to build the course in the Learning Management System (Canvas), requires minimal assistance from SUU Online staff, and is duly diligent in having the course ready for the expected delivery date.

Other. (Please describe proposed work and compensation)

**Additional Information:**

Upon completion of development, the professor will request a quality review from SUU Online instructional design staff. The professor will be given a quality review report, and a copy will go to the college dean for his/her consideration and approval for payment.

Online course development is considered “work for hire” and is subject to copyright law and the university’s intellectual property policy (Policy 5.52).

Online courses are to meet the same academic standard as campus courses, as determined by the academic department, and are to be structured to permit any qualified instructor to teach the course.

“E-packs” are supplemental materials provided by text book publishers and can provide useful learning tools to students. E-packs are welcome, but are not considered SUU’s intellectual property, and cannot constitute the substance of an online course. There must be sufficient course content within the Learning Management System (Canvas), to allow the course to be delivered effectively without an e-pack.

Periodic maintenance and updates to course content are the responsibility of the academic department, as with face-to-face courses. No additional compensation will be made for necessary updates related to industry standards, discipline trends, availability of resources, new text book editions, etc.

Faculty Signature / Date

Dean or Chair Signature / Date